



# PERSATUAN PEMAKANAN MALAYSIA (NUTRITION SOCIETY OF MALAYSIA)

Registered under the Society's Act 1966 (Reg. No.189/85 WP) on 4 September 1985

*Registered Office*

Division of Human Nutrition, Institute for Medical Research,  
Jalan Pahang, 50588 Kuala Lumpur, Malaysia

website: [www.nutriweb.org.my](http://www.nutriweb.org.my)

## 17<sup>th</sup> NSM Council (2018-2020)

### President

Dr Tee E Siong, AMN, KMN,  
FNSM, FMSA

### Vice-President

Emeritus Prof Dr Mohd  
Ismail Noor, FASc, FIUNS,  
FNSM, FMSA, FMOSTA

### Hon. Secretary

Prof Dr Norimah A Karim,  
FNSM

### Hon. Treasurer

Dr Roseline Yap Wai Kuan

### Asst. Hon. Secretary

Assoc Prof Dr Mahenderan  
Appukutty, FNSM

### Council Members:

Dr Zaitun Yassin, KMN,  
FNSM

Assoc Prof Rokiah Don,  
FNSM

Dr Wong Jyh Eiin

Dr Chin Yit Siew

### Affiliations



Southeast Asia Public Health  
Nutrition (SEA-PHN) Network



Confederation of Scientific and  
Technological Associations of  
Malaysia



Federation of Asian  
Nutrition Societies



International Union of  
Nutritional Sciences

### Contact

[president@nutriweb.org.my](mailto:president@nutriweb.org.my)

[secretary@nutriweb.org.my](mailto:secretary@nutriweb.org.my)

## MINUTES OF THE 33<sup>rd</sup> ANNUAL GENERAL MEETING NUTRITION SOCIETY OF MALAYSIA

Date: Friday, 30 March 2018

Time: 4.00 pm – 7.35 pm

Venue: Baiduri Room, Hotel Istana, Kuala Lumpur

### Members Present:

Total members present = 45 members & 5 observers  
(Appendix 1 – Attendance List)

### 1. Welcome address by the President

Dr Tee E Siong, President of NSM, called the meeting to order at 4.30 pm. He noted that there is sufficient quorum to proceed with the AGM. The President thank members for attending the 33<sup>rd</sup> Annual General Meeting of the Nutrition Society of Malaysia.

He informed members present that the main agenda items of this AGM would to receive a report of the activities of the NSM for the year 2017 and the financial summary of the Society. An important agenda is of course the election of the 17<sup>th</sup> Council of the NSM. He remarked that the NSM implemented many projects in the year that were geared towards achieving the 2 main objectives of NSM, namely 1. To promote nutrition science, and 2. To promote healthy nutrition amongst the community. Details of these will be contained in the annual report of the NSM Council. Most of these were implemented in collaboration with other professional societies as well as with the corporate companies.

With these introductory remarks, he proceed to address the 1<sup>st</sup> item on the agenda, ie the minutes of the 32 AGM of NSM. He invited Dr Mahenderan Appukutty, Hon Assistant Secretary of NSM to highlight the discussions during the AGM last year.

### 2. Minutes of the 31st AGM

**2.1** The Asst Hon Secretary, Dr Mahenderan Appukutty brought the members through the minutes of the 32<sup>nd</sup> AGM that was held on 25 March 2016 at the Bunga Room, Seri Pacific Hotel, Kuala Lumpur.

**2.1** The minutes of the 32<sup>nd</sup> AGM were adopted on the proposal of Mr Ng Chee Kai (L 1708) and seconded by Assoc Prof Dr Foo Leng Huat (L 1531) with no amendment.

**2.2 Matters arising from the minutes**

There was no matter arising from the AGM minutes for discussion.

**3. NSM Council Report 2017**

Dr Mahenderan Appukutty expressed his sincere thanks to all Council Members especially Dr Tee, Prof Ismail, Prof Norimah, Dr Zaitun, Dr Roseline, Dr Wong Jyh Eiin and Dr Hanis Mastura for their assistance and support in preparing this report. Dr Mahenderan has reminded the members to check NSM website for updates and if they did not receive any email to please notify the NSM Secretariat.

Dr Mahenderan briefed members on the various activities organized by NSM in 2017 that included 32<sup>nd</sup> Annual Scientific Conference, 16<sup>th</sup> Nutrition Month Malaysia activities, publication of MJN and several collaborative projects with corporate bodies as highlighted in the Council Report with 29 pages. One of the landmark development for the NSM activities in 2017 was successfully organising the 1<sup>st</sup> Southeast-Asia Public Health Nutrition Conference from 14 to 17 May 2017 and completing the first NSM Malaysia Nutrition Leadership Programme.

**3.1 Adoption of NSM Council Report 2017**

The Council Report for year 2017 was adopted on the proposal of Assoc Prof Datuk Dr Vellayan Subramaniam (L 0226) and seconded by Assoc Prof Rokiah Don (L 0023) with no amendments.

**3.2 Matters arising from Council Report 2017**

**3.2.1 Malaysian Journal of Nutrition (MJN)**

Dr Tee briefed the members on behalf of Emeritus Prof Dr Khor Geok Lin who was not able to attend the AGM. He informed the meeting that MJN has subscribed to the ScholarOne journal management system where submission and reviewing of all manuscripts is now being done through the online management system. Versacomm has been appointed by NSM Council to operate the system guided by Prof Dr Khor (Chief Editor of MJN) and Dr Tee (President of NSM). Response to the online system has been encouraging. Since launching the online system in February 2018, a total 54 manuscripts have been processed.

Dr Tee also mentioned to the members that NSM has created a dedicated email for MJN – mjneditor@nutriweb.org.my for all communication on MJN matters.

### **3.2.2 SEAPHN and 32<sup>nd</sup> NSM Scientific conference**

Dr Tee informed the members that the first public health nutrition in the region was successfully organised by NSM on 15 to 17 May 2017 at the Istana Hotel. Dr Tee informed members that a total of 477 delegates from 23 countries participated. There were 12 symposia, 5 plenary lectures, 8 lunches symposia and free papers (oral and poster).

### **3.2.3 NSM Nutriweb**

Dr Tee informed the members that the new website still not yet ready for public. The Council apologies for delaying launching the new website. However, Dr Tee promised that the new Nutriweb will be more attractive and user friendly.

### **3.2.4 Malaysian Nutrition Leadership Program (MyNLP)**

Dr Tee informed the members that the MyNLP is an effort of NSM to groom younger nutritionists in Malaysia to be future leaders in nutrition. This initiative is inline with NPANM strategies to promote capacity building among nutritionists.

### **3.2.5 NPANM**

Assoc Prof Rokiah enquired about stating the NSM involvement in the action plan of NPANM in the Council Report. In response, Dr Tee mentioned that last year Council Report has mentioned the significant contribution of NSM in the action of NPANM. Dr Tee also briefed the members of meeting that NPANM is the main reference (blueprint) for nutrition development in Malaysia and NSM actively participated in the development of NPANM since 2000.

### **3.2.6 NSM Representatives in various committees**

Datuk Dr Vellayan suggested that instead of one NSM representative in various committees, it is better to have two representatives for continuity. Dr Tee explained that this is indeed the case for some committees. For example the TWG nutrition promotion of MOH, Drs Zaitun and Wong are representatives. Representation from NSM depends on the requirement/request of the committee.

### **3.2.7 Arkib Negara and National Library**

Datuk Vellayan suggested to send the Council Report and also MJN and other NSM publications to Arkib Negara and National Library. Council will take note of this suggestion.

#### 4. Treasurer's Report 2017

4.1 Dr Zaitun Yassin (L 0009), the Honorary Treasurer expressed her sincere appreciation to NSM Honorary Auditors, namely Assoc Prof Datin Dr Safiah Md Yusoff (L 0004) and Dr Gan Wan Ying (L 1795) for reviewing NSM accounts and endorsing the Treasurer's Report. Their comments and constructive suggestions have been taken into consideration to improve the report.

4.2 Assoc Prof Dr Zaitun presented the Treasurer's Report for year 2017. She highlighted the major areas of income and expenditure of the Society for year 2017.

#### 4.3 Matters arising from the Treasurer's Report 2017

- a) Mr Ng Kim Keat proposed to have tax and account consultant for NSM financial report preparation. He enquired on using the term such as "transferred" that been used in the Receipts and Payments of NSM (transferred to SEA/PHN account) as this may cause confusion. In response, Dr Zaitun briefed the members of meeting that the fund transferred from main account of NSM to SEAPHN account due to fund deposited by the sponsors into main account of NSM which is actually meant for SEAPHN or NMM account. Dr Tee explained that companies usually register only one vendor, ie NSM main account and all monies are paid to that account. In addition, He also mentioned that Council will discuss regarding appointing tax consultant or accountant to assist in preparing Treasurer's report.
- b) Mr Ng and Assoc Prof Datuk Dr Vellayan raised question on GST. Dr Zaitun responded that she has checked and was informed that NSM does not need to register for GST. Dr Tee suggested that NSM council will discuss with tax consultant on this matter again.
- c) Assoc Prof Datuk S. Vellayan suggest the financial report to have separate notes for various projects involving large amounts of money, with explanation on income and expenses (honorariums, secretariat fee and services). He also requested to list the fixed deposit with total amount and interest earned. Dr Zaitun mentioned that his point taken and will be done in next year. In response to fixed deposit (FD), Dr Tee responded that all FD details will be listed and securitized by the Hon Auditors. Datuk Vellayan agreed that will be sufficient and no need to be reflected in the financial statement.

#### 4.4 Adoption of Treasurer's Report 2017

The Treasurer's Report 2017 was proposed to be adopted by Assoc Prof Datuk Dr Vellayan (L 0226) and seconded by Mr Ng Chee Kai (L 1708) with amendments:

1. In Treasurer's report page 1:  
Receipts and Payments of NSM as of 31st December 2017 – for Payment column; item Accounting fees and income tax YE 2015 to be changed Accounting fees and income tax YE 2016
2. In Treasurer's report page 3:  
INCOME AND EXPENDITURE 1<sup>ST</sup> SEA-PHN and 32<sup>ND</sup> ANNUAL SCIENTIFIC CONFERENCE (**Note a**) to be changed to (**Note a**) INCOME AND EXPENDITURE 1<sup>ST</sup> SEA-PHN and 32<sup>ND</sup> ANNUAL SCIENTIFIC CONFERENCE

## 5. Election of 17<sup>th</sup> Council Members

Dr Tee thanked members of the 16<sup>th</sup> Council for their cooperation and support throughout the past two years. He then formally dissolved the 16<sup>th</sup> NSM Council.

Dr Mohd Nasir Mohd Taib and Dr Hanis Mastura Yahya thanked all Council members and Dr Tee, for the teamwork and guidance throughout as Council Member of NSM. Both of them indicated that they are not able to continue as Council Members due to personal commitments and wished the next Council every success.

Datuk Dr Vellayan proposed a vote of thanks to out-going Council Members for their outstanding service to NSM. Members elected Mr Ng Kim Keat as Chairperson for the Election of the 17<sup>th</sup> NSM Council. Assoc Prof Dr Foo Leng Huat and Mr Chee Kai voluntarily assisted the Chair for the election process.

A total of 126 ballot papers were received and these were counted in the presence of members. Several members assisted in the counting of votes.

The results of the votes for the 17<sup>th</sup> NSM Council were as follows:

<u>Candidates</u>	<u>Number of votes</u>
Chin Yit Siew, Dr	100
Mahenderan Appukutty, Dr	110
Mohd Ismail Noor, Emeritus Prof Dr	89
Norimah A Karim, Prof Dr	95
Rokiah Don, Assoc Prof	68
Satvinder Kaur, Dr	55
Tee E Siong, Dr	111
Wong Jyh Eiin, Dr	80
Yap Wai Kuan, Roseline Dr	84
Zaitun Yassin, Assoc. Prof Dr	89

The nine candidates with the highest votes were elected into the 17<sup>th</sup> NSM Council. The breakdown of the office-bearer's are listed in Minutes of Election.

## 6. Other Matters

There were no other matters for discussion.


## 7. Closing

On behalf of Council, the President thanked all the attendees and urged members to continue to support NSM activities. The AGM was adjourned at 6.45 p.m.

Minutes prepared by:



Minutes certified correct by:



**Prof Dr Norimah A Karim**  
*Hon. Secretary, NSM*

**Dr Tee E Siong**  
*President, NSM*

**MINUTES OF MEETING  
ELECTION OF OFFICE BEARERS OF THE 17<sup>TH</sup> COUNCIL  
NUTRITION SOCIETY OF MALAYSIA**

Date: Friday, 30 March 2018

Time: 6.45 pm – 7.30 pm

Venue: Baiduri Room, Hotel Istana Kuala Lumpur

**Members Present:**

45 Members

5 Observers

(See Appendix 1)

**1. Opening Remarks by the Chairperson**

Mr Ng Kim Keat, NSM Fellow, chaired the meeting. He welcomed all members present at the AGM and thanked them for staying on for the election of office bearers of the Society. He then proceeded with the election process with the help from Assoc Prof Dr Foo Leng Huat and Mr Ng Chee Kai.

**2. Election of office-bearers in the 17<sup>th</sup> NSM Council:**

**2.1 Post of President**

Nominee : **Dr Tee E Siong**

Proposer : Assoc Prof Datuk Dr Vellayan

Seconder : Dr Mohd Nasir Mohd Taib

Nominations to be closed:

Proposer : Assoc Prof Rokiah Don

Seconder : Dr Mahenderan Appukutty

**2.2 Vice-President**

**Nominee : Emeritus Prof Dr Mohd Ismail Noor**

Proposer : Assoc Prof Datuk Dr Vellayan

Seconder : Dr Zaitun Yassin

Nominations to be closed:

Proposer : Dr Mahenderan Appukutty

Seconder : Dr Mohd Nasir Mohd Taib

**2.3 Honorary Secretary**

**Nominee : Prof Dr Norimah A Karim**

Proposer : Dr Zaitun Yassin

Seconder : Assoc Prof Datuk Dr Vellayan

Nominations to be closed:

Proposer : Dr Mahenderan Appukutty

Seconder : Dr Mohd Nasir Mohd Taib

**2.4 Honorary Treasurer**

**Nominee : Dr Zaitun Yassin**

Proposer : Assoc Prof Datuk Dr Vellayan

Dr Zaitun declined the nomination and proposed:

**Nominee : Dr Roseline Yap Wai Kuan**  
Proposer : Dr Zaitun Yassin  
Secunder : Dr Hanis Mastura Yahya

Nominations to be closed:

Proposer : Dr Chin Yit Siew  
Secunder : Assoc Prof Dr Foo Leng Huat

### **2.5 Assistant Honorary Secretary**

**Nominee : Dr Mahenderan Appukutty**  
Proposer : Assoc Prof Datuk Dr Vellayan  
Secunder : Dr Chin Yit Siew

Nominations to be closed:

Proposer : Pn Roselawati Ismail  
Secunder : Dr Tan Sue Yee

## **3. List of Office Bearers in the 17<sup>th</sup> NSM Council**

The remaining four candidates were duly elected as Council Members. The newly elected 17<sup>th</sup> NSM Council comprises:

President	Dr Tee E Siong
Vice President	Emeritus Prof Dr Mohd Ismail Noor
Honorary Secretary	Prof Dr Norimah A Karim
Honorary Treasurer	Dr Roseline Yap Wai Kuan
Assistant Honorary Secretary	Dr Mahenderan Appukutty
Council Members	Dr Zaitun Yassin Assoc Prof Rokiah Don Dr Wong Jyh Eiin Dr Chin Yit Siew

Since the President, Dr Tee E Siong, was returned to office, the post of Immediate Past President remains vacant.

### **Election of Honorary Auditors**

**Nominee 1 : Assoc Prof Datuk Dr Vellayan Subramaniam**  
Proposed : Mr Ng Kim Keat  
Secunder : Assoc Prof Dr Foo Leng Huat

**Nominee 2 : Dr Satvinder Kaur**  
Proposed : Dr Wong Jyh Eiin  
Secunder : Dr Gan Wan Ying

The house unanimously proposed to close the nominations and there were no objections.



The two members proposed were elected as Honorary Auditors:

1. Assoc Prof Datuk Dr Vellayan Subramaniam
2. Dr Satvinder Kaur

#### 4. Address by President in the 17<sup>th</sup> Council

Dr Tee E Siong thanked Mr Ng Kim Keat Lin as the Chair of Election and assisted by Assoc Prof Dr Foo Leng Huat and Mr Ng Chee Kai. He also thanked all members for their support and confidence in re-electing him as president for another term.

He then welcomed new Council members into the 17<sup>th</sup> NSM Council. He expressed confidence that the team will be able to continue to perform effectively. He also expressed hope to work more closely with the MOH, and other organizations to promote nutrition in the country. On behalf Council, Dr Tee expressed sincere thanks to Dr Mohd Nasir Mohd Taib and Dr Hanis Mastura Yahya for their contribution.

#### 5. Closing

Mr Ng Kim Keat congratulated the nine elected Council Members, and the two newly elected Honorary Auditors.

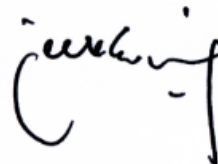
The meeting was adjourned at 7.30 p.m.

Minutes prepared by:



**Prof Dr Norimah A Karim**  
*Hon. Secretary, NSM*

Minutes certified correct by:



**Dr Tee E Siong**  
*President, NSM*

**33<sup>rd</sup> ANNUAL GENERAL MEETING  
NUTRITION SOCIETY OF MALAYSIA**

**Attendance list**

Date: Friday, 30 March 2018

Time: 4.30 pm – 6.45 pm

Venue: Bunga Room Seri Pacific Hotel, Kuala Lumpur

**Members present:**

**45 Members**

**5 Observers**

No.	Name	Membership Type – No.	Affiliation
1.	Anto Cordelia, Ms	L 1956	UTAR
2.	Chang Lin Faun, Ms	O 2323	Nutrimed Healthcare
3.	Chin Le Jong, Ms	O 1786	Mead Johnson
4.	Chin Yit Siew, Dr	L 1654	UPM
5.	Ching Yuan Kei, Ms	O 2268	UPM
6.	Chuah Khun Aik, Dr	L 1736	Abbott
7.	Fatimah Sulong, Ms	L 1384	MOH
8.	Foo Leng Huat, Assoc Prof Dr	L 1531	USM
9.	Gan Wan Ying, Dr	L 1795	UPM
10.	Gui Shir Ley, Ms	L 1476	MOH
11.	Haemamalar, Ms	L 1949	ISN
12.	Hanis Mastura Yahya, Dr	L 1611	UKM
13.	Ho Shu Fen, Ms	O 1461	UPM
14.	Katherine Khoo	O 1494	Mead Johnson
15.	Khoo Hock Eng, Dr	L 1683	UPM
16.	Lee Zhi Ling, Ms	O 2328	UPM
17.	Leiu Kok Hong, Mr	O 2303	UPM
18.	Lim Ji Boo, Dr	L 0007	Dynapharma
19.	Mahenderan Appukutty, Dr	L 0718	UiTM
20.	Mohd Ismail Noor, Emeritus Prof Dr	L 0002	Taylor's University
21.	Mohd Nasir Mohd Taib, Dr	L 0308	NSM
22.	Muhaini Hussin, Ms	L 1653	Versacomm Sdn Bhd
23.	Ng Chee Kai, Mr	L 1708	MOH
24.	Ng Kim Keat, Mr	L 240	Coca-Cola
25.	Nor Azliana Mohamad Nor, Ms	L 1311	MOH
26.	Nor Hanisah Zaini, Ms	L 1965	MOH
27.	Norfahimah Mohd Norddin, Ms	L 2158	MOH
28.	Norimah A Karim, Prof Dr	L 0015	UKM
29.	Nur Azlina Abd Aziz, Ms	L 1770	MOH
30.	Rokiah Don, Ms	L 0023	IMU
31.	Roselawati Ismail, Ms	1105	Boh Plantations Sdn Bhd

<b>No.</b>	<b>Name</b>	<b>Membership Type – No.</b>	<b>Affiliation</b>
32.	Roseline Yap Wai Kuan, Dr	L 1061	Taylor's University
33.	Sangeetha Shyam, Dr	O 2063	IMU
34.	Satvinder Kaur, Dr	L 1726	UCSI
35.	Shooka Mohammadi, Ms	O 2118	UKM
36.	Tan Siew Tin, Ms	L 2252	UPM
37.	Tan Sue Yee, Dr	L 1423	IMU
38.	Tania Le Xu Yar	O 2319	ISN
39.	Tee E Siong, Dr	L 0003	TES Nutrihealth
40.	Teo Choon Huey, Ms	L 1869	UPM
41.	Vellayan Subramaniam, Assoc Prof Datuk Dr	L 0226	UiTM
42.	Wong Jyh Eiin, Dr	L 1503	UKM
43.	Zaiton Daud, Ms	L 501	MOH
44.	Zaitun Yassin, Dr	L 0009	NSM Fellow
45.	Zalma Abdul Razak, Ms	L 0558	MOH
46.	Chai Zi Fei, Ms	Observer	UPM
47.	Leong Han Yin, Mr	Observer	MOH
48.	Norashikin Ramlan, Ms	Observer	MOH
49.	Nur Amalina Muhamad, Ms	Observer	MOH
50.	Seri Wirdaningsih Ahamad Wasil, Ms	Observer	MOH